

Borough Council Work Session

April 19, 2021

The monthly Work Session meeting of Souderton Borough Council, held on the above date, was called to order by President Brian K. Goshow at 7:00 p.m. Council President Brian Goshow noted that this in-person meeting is also available for Borough Council and the public to access virtually through Zoom. The Borough Council Work Session meeting was attended by the following members and staff:

- | | |
|------------------------------|-------------------------------------|
| President Brian K. Goshow | Councillor Daryl Littlefield (Zoom) |
| Vice-President Julie Munden | Councillor Edward Huber |
| Councillor Donna Rogers | Junior Councillor Nick Mancini |
| Councillor Ned Leight (Zoom) | Mayor John R. Reynolds |
| Councillor Richard Godshall | |
| Councillor Daniel Yocum | Borough Manager P. Michael Coll |
| Councillor Matt Mscichowski | Police Chief Brian A. Newhall |

POLICE COMMITTEE

Police Chief Brian Newhall reviewed police department activities for the month of March, 2021. Chief Newhall noted that the Souderton Police Department has now started a 12-hour shift rotation. Souderton Police will be participating in the April 24th Drug Take Back Program with the Montgomery County District Attorney. The police department will continue to take back prescription drugs at any time through the year. The station AED is out of date and prices for a replacement are being obtained.

A Purchase Order was executed with Fred Beans to purchase two (2) Ford Explorer patrol cars for the fleet. One of the vehicles is budgeted, while the second vehicle will replace the former Tahoe that was totaled in a recent accident. The Selective Insurance settlement will help to offset the additional expense.

Chief Newhall is looking to paint lines on N. School Lane for speed monitoring. He is evaluating options to repair the failed electronics in the speed trailer, but replacement parts are not readily available.

Chief Newhall provided a sketch plan to stripe an extension of the curb line at the intersection of Wile Avenue and Diamond Street, with a painted stop bar at Wile Avenue. The Diamond Street cartway is not as wide as Hillside Avenue. The suggestion to consider making Diamond Street a One Way street is not a bad idea. Borough Council members expressed some concern about the majority opinion of the Diamond Street residents. A recommendation was made to consider enacting a One Way restriction for a temporary 90-day trial period.

Chief Newhall will continue to review the parking request for the 100 block of Noble Street and he will continue to review the complaint concerning a handicapped parking space on Franklin Avenue.

HIGHWAY COMMITTEE

Public Works Director Steven Coll was absent from the meeting, however his summary report of activities was circulated to Borough Council.

Borough Manager Michael Coll reported that an initial meeting was held on April 14, 2021 with representatives of CKS Engineers and Phillips Donovan Architects. The purpose of the meeting was to review the objectives of the project and to coordinate the tasks between consultants. A second meeting with Phillips Donovan is scheduled for April 20, 2021 to review equipment inventory, staffing and operational needs for the new facility. Council President Brian Goshow suggested that a Special Committee be assigned to oversee the project. He will consider the appointment of the Special Committee at our next meeting.

The 2021 Capital Reserve Budget allocated funds to purchase a new pickup truck for the Public Works Director. The current vehicle will be retained to supplement the fleet. A new Ford F250 is available under a COSTARS contract through Sands Ford of Red Hill at a cost of \$31,087.00. E. M. Kutz has a snow plow package for this vehicle under a COSTARS contract at an installed price of \$6,900.00. The total price for the new vehicle will be approximately \$38,000.00, compared to the budget allocation of \$56,000.00. A recommendation to purchase the vehicle will be made at the May Borough Council meeting.

SANITATION COMMITTEE

Borough Manager Michael Coll reported that special legal counsel and staff continue to work on a new Sewer Ordinance and a specific discharge permit for the Leidy's facility. We are currently reviewing the draft and more discussion will be scheduled for the May work session.

Borough Council held a discussion on the Solid Waste Collection contract which will expire at the end of 2021. Preparations should begin shortly to prepare and bid a new contract to provide ample time this fall to transition to a new hauler. Advanced Disposal was acquired by Waste Management. The status of some of the other haulers is not known, but it appears that the next round of bids will be between the primary haulers in this region. A three-year contract appears to be adequate, might want to consider an optional fourth year depending on the hauler and their overall performance and price. Borough Council discussed looking at purchasing Borough owned trash totes, but elected to include the supply of trash totes on the selected hauler. The Borough Manager will work on updating

the bid specifications for further review and discussion at the May work session.

RECREATION COMMITTEE

Borough Council reviewed the proposed schedule for the 2021 summer pool season. Daily admissions will only be available Monday through Fridays to access the pool, weekends will only be available to pool members to avoid overcrowding and difficulties in maintaining appropriate social distancing in conformity with COVID guidelines. Memberships and daily admissions must be purchased through the Borough Office. Recreation Chairman Ed Huber along with the special pool committee have been working hard to finalize the management services agreement with Bennington Pool Services. They reached out to our former staff to inquire about interest in job opportunities and plan to hold lifeguard certification courses at the Souderton Pool a week prior to opening day. Borough forces should be working at the pool starting the week of May 3rd to prepare the facility for opening over the Memorial Day weekend. The concession stand lease has been executed and they are actively assembling staff for the season.

Borough Manager Michael Coll reviewed the status of improvements at the Souderton Community Park. Plans have been submitted to the Montgomery County Conservation District for review and permitting. Technical review has started, but it is unlikely that a permit will be issued for a few more months. Therefore, the parking lot and storm drainage improvements will have to be deferred until this fall. Work will continue to prepare the concert lawn area and complete the improvements at the band shell for the start of Concert Sundaes. Benches will be ordered for the park project. The next committee meeting will be held at 4:00 pm on Wednesday, April 28, 2021.

Souderton Borough Council approved the request of the Souderton-Telford Rotary Club to hold a Movie Night in the Community park on Saturday, July 24, which will serve as a fundraising event for the park project.

ADMINISTRATIVE COMMITTEE

Souderton Borough has agreed to assist the Indian Valley Public Library with the implementation of the grant requirements to complete a roof replacement project on the library building. The Borough Manager noted that bids have been advertised and will be opened on April 26, 2021. A tabulation of bids received and a recommendation for award will be made at the May 3, 2021 Borough Council meeting.

Borough Manager Michael Coll circulated a draft of an employment agreement with the Borough Manager effective January 1, 2021 through October 31, 2024. The base salary will be fixed through the term of the agreement. The Borough Manager will retire at the conclusion of the agreement. Borough Manager Michael Coll also included a copy of the Borough Manager Ordinance that was enacted by Souderton Borough Council in 1966.

The Ordinance outlines the responsibilities and duties of the Borough Manager position. Borough Council discussed the proposed agreement and will further consider the agreement at the May work session.

DEVELOPMENT COMMITTEE

Borough Manager Michael Coll reported that the Borough Solicitor is working on an approving Resolution for the Towne Gate Commons-Phase 2B development for consideration at the May, 2021 Borough Council meeting.

PROPERTY COMMITTEE

Borough Council further discussed the various options that were developed by the Borough Engineer to address the deteriorated stone wall along the Second Street frontage of the Hillside Cemetery. The discussion favored the removal of the entire wall with appropriate grading and new landscaping. This option also included salvaging the stone to recreate the stone entrance from Second Street. Borough Council does have the option of using some of the perpetual care funds to offset the expenses.

Montgomery Theater has requested assistance from the Borough to replace a few deteriorated windows and exterior soffit and trim. They also noted that the front marquee is in need of repair or replacement. Borough Council discussed assisting the theater with the improvements through another loan extension from the Anchor Building fund.

FINANCE COMMITTEE

Borough Council reviewed the Budget Comparison Report for the first quarter ending March 31, 2021.

There being no further business, the meeting was adjourned at 8:30 pm.

Respectfully submitted,

P. Michael Coll, Secretary